

**Borough of Rocky Hill
Planning Board
Minutes of the Regular Meeting / Reorganization Meeting
January 12, 2010**

The Reorganization/Regular Meeting of the Planning Board was called to order by Valerie Kimson, Board Attorney, at 7:34 pm.

NOTICE OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT

Attorney Kimson read the following statement into the record: This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting was included in a list of meetings transmitted to the Courier News and Somerset Spectator on January 26th, 2009. Notice remains continuously posted as required under the Statute. A copy of this notice is available to the public and is on file in the Borough Hall.

SALUTE TO THE FLAG

OATH OF OFFICE

Attorney Kimson administered oaths to the following board members:

Martin Englebrecht-two year term to expire 12/31/11, Alt. # 2
Linda Goldman-one year term to expire 12/31/10, Class III
Raymond Whitlock- one year term to expire 12/31/10, Class II
Ed Zimmerman- one year term to expire 12/31/10, Class I
*Julia Hasser, one year term to expire 12/31/10, Mayor's Alt - absent

ROLL CALL

Present: Robert Ayrey, Mark Blasch, Cathy Cann, Tim Corlis, Dan Kluchinski, Martin Englebrecht, Linda Goldman, George White, Raymond Whitlock, Ed Zimmerman

Absent: Julia Hasser

Also Present: Planning Board Attorney Valerie Kimson

NOMINATION FOR CHAIR, VICE CHAIR, SECRETARY

Motion was set forth by Whitlock nominating Mark Blasch for Chairman. Nomination seconded by Goldman. Hearing no other nominations roll call was taken. The vote was 9-0 in favor. Motion carried.

For: Ayrey, Blasch, Cann, Corlis, Kluchinski, Goldman, White, Whitlock, Zimmerman
Against: None
Abstain: None

Meeting was turned over to Chairman Blasch.

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Motion was set forth by Zimmerman nominating Cathy Cann for Vice-Chair. Whitlock seconded that motion. Hearing no other nominations roll call was taken. The vote was 9-0 in favor. Motion carried.

For: Ayrey, Blasch, Cann, Corlis, Kluchinski, Goldman, White, Whitlock, Zimmerman
Against: None
Abstain: None

Motion was set forth by Goldman nominating Dan Kluchinski as Board Secretary. Zimmerman seconded that nomination. Hearing no other nominations roll call was taken. The vote was 9-0 in favor. Motion carried.

For: Ayrey, Blasch, Cann, Corlis, Kluchinski, Goldman, White, Whitlock, Zimmerman
Against: None
Abstain: None

APPOINTMENT OF ADMINISTRATIVE SECRETARY TO THE BOARD

Motion was set forth by Zimmerman to re-appoint Rebecca Newman as Planning Board Administrative Secretary thru 12/31/10. Nomination seconded by Kluchinski. Roll call was taken. The vote was 9-0 in favor. Motion carried.

For: Ayrey, Blasch, Cann, Corlis, Kluchinski, Goldman, White, Whitlock, Zimmerman
Against: None
Abstain: None

APPOINTMENTS OF SUB COMMITTEE

Chairman Blasch asked if any board members would volunteer to be on the Historic Sub Committee. Zimmerman asked if the committee could consist of non-planning board members. Valerie Kimson said the sub committee could have non-Board Members, however, they would not be eligible to vote. Zimmerman nominated Blasch, White and Whitlock. Goldman seconded the nominations. The vote was 9-0 in favor. Motion carried.

For: Ayrey, Blasch, Cann, Corlis, Kluchinski, Goldman, White, Whitlock, Zimmerman
Against: None
Abstain: None

APPROVAL OF MINUTES

Motion was made by Whitlock to accept the executive session minutes as is and the regular meeting minutes with the following changes: listed under other business, the property George White asked the zoning officer about was at 98 Washington Street, not Princeton Ave. Goldman seconded that motion. Vote was 6-0 in favor.

For: Ayrey, Goldman, White, Whitlock, Zimmerman, Blasch
Against: None
Abstain: None

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RE-ORGANIZATION RESOLUTIONS

Motion was made by Goldman to accept RHPB-2010-01, Adoption of Meeting Schedule, RHPB 2010-02, Designation of Official Newspaper, RHPB 2010-03, Appointment of Board Attorney, & RHPB-2010-04, Appointment of Board Engineer. Motion was seconded by Cann. Vote was 9-0 in favor. Motion carried.

For: Ayrey, Blasch, Cann, Corlis, Kluchinski, Goldman, White, Whitlock, Zimmerman
Against: None
Abstain: None

Chairman Blasch recommended that the board appoint Tamara Lee, Planning Consultant as the Board Planner. Chairman Blasch stated that he interviewed her and spent approximately one hour after the interview walking through town with Tamara Lee, showing her various historic sites and the Borough. Zimmerman stated that he also interviewed her and was extremely impressed. A motion was made by Zimmerman to appoint Tamara Lee at the rate of \$105.00 per hour for the period 1/1/10-12/31/10. Goldman seconded that motion. Vote was 9-0 in favor. Motion carried.

For: Ayrey, Blasch, Cann, Corlis, Kluchinski, Goldman, White, Whitlock, Zimmerman
Against: None
Abstain: None

APPLICATIONS

Board Members White, Goldman and Zimmerman recused themselves. Goldman and Zimmerman serve on the Borough Council with Mr. Donahue and White recused himself to avoid the appearance of impropriety.

Jennifer Donahue, 122 Washington Street, Block 4 Lot 21, requested permission from the Board to approve their historic preservation application. Mrs. Donahue seeks to replace the windows on the first and second floor of her home. Applicant stated she will be using Marvin wood trim windows to keep continuity with the historic nature of her home, as well as with the windows previously replaced with the Boards approval.

The meeting was opened to the public, no one commented, public comment period immediately closed.

Motion was made by Whitlock to accept the application as presented. Motion was seconded by Ayrey. The vote was 7-0. Motion carried.

For: Ayrey, Cann, Corlis, Englebrecht, Kluchinski, Whitlock, Blasch
Against: None
Abstain: None

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OPEN PUBLIC COMMENT

Meeting was open to the public at 8:05 pm. Tom Bremner of 17 Crescent Ave., stated that he found an inconsistency with the copy of the Development Regulation Ordinances in his possession. Mr. Bremner stated the wording was confusing with regards to the class members and what positions can be held. Attorney Kimson advised Mr. Bremner that he may have an old copy, and that the current MLUL regulations would supersede any ordinances that a municipality may have. Goldman stated that she has proof read all f the DRO's and she has uploaded them to the Borough's website. At 8:11 PM the meeting was closed to the public.

CHAIRMAN'S COMMENTS

Chairman Blasch stated he had no comments for the board.

OTHER BUSINESS

BUDGET

A discussion ensued regarding the budget for the upcoming year. Rebecca Newman suggested that roughly \$1,200 be left in the budget for training purposes. Whitlock stated that money should be allotted in the budget for educational purposes, Goldman agreed. Rebecca Newman also suggested that training fees for members be allotted, and roughly \$100 be allotted for the purchase of a MLUL handbook. Blasch stated that he would take the discussion items into account while finalizing the budget in conjunction with Mayor Zimmerman.

FEES

The Board requested that Board Secretary Newman research fees in neighboring towns with similar demographics, to ensure the Boroughs fees are up to date. The Board discussed setting a fee for Historic Preservation applications. The Board asked secretary Newman to research prior applications to determine what costs the Borough has incurred to process the applications. The board agreed to table the fee discussion until the next meeting so all the requested research could be completed and reviewed.

BOARD SECRETARTY JOB DESCRIPTION

A discussion ensued regarding the job description for the Board's Administrative Secretary position. The Board had no comments or changes to be made.

APPOINTMENT OF ASSISTANT BOARD SECRETARY

In the event of Rebecca Newman's absence, the Board agreed that Dan Kluchinski could fill in to cover her duties during the meeting.

BYLAW AMENDMENT-PL 2009 C. 141

Attorney Kimson informed the Board of a change to the PL 2009 C. 141 regulations regarding the unexcused absences of Board Members. She advised Secretary Newman to keep an attendance log,

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and a log of excused absences, as the records may be inspected at some point. She urged the Board to communicate an issue with their attendance to Secretary Newman, to ensure a quorum for all meetings and to avoid an absence being deemed unexcused. Attorney Kimson explained that the new regulation stated that 4 un-excused absences of a Board Member would result in a vacancy on the Board. Motion was made by Goldman to amend the bylaws as presented by adopting Resolution # 2010-06. Cann seconded that motion. Vote was 8-0 in favor. Motion carried.

For: Ayrey, Blasch, Cann, Corlis, Kluchinski, Goldman, White, Whitlock,
Against: None
Abstain: Zimmerman

APPROVAL OF BILL LIST

There were no bills to be approved

NEW BUSINESS

There was no new business to discuss.

EXECUTIVE SESSION

There was no need for executive session.

ADJORNMENT

A motion was made at 8:47 pm by Whitlock to adjourn the meeting. Motion seconded by Zimmerman. All voted in favor of adjournment.

The next meeting is scheduled for Tuesday, February 9th, 2010, at 7:30 pm.

Respectfully Submitted:

Rebecca Newman
Planning Board Secretary